



Mayor's Committee for People with Disabilities MEETING MINUTES July 13, 2015

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REGULAR MEETING MINUTES (13 July, 2015)

The Austin Mayor's Committee for People with Disabilities convened in a regular meeting on *13 July, 2015* at the Boards and Commissions Room located inside City Hall at 201 W 2nd St in Austin, Texas.

City staff liaison Lee Nguyen called the Board Meeting to order at 12:05 PM

Board Members in Attendance: Dolores Gonzalez, Rick Hair, Diane Kearns-Osterweil, Marshall Mitchell, Robin Orlowski, Brian Owens, Danny Saenz, Deborah Trejo and Tanya Winters.

Staff in Attendance: Lee Nguyen

1. **Approval of Minutes:** Commissioner Tanya Winters made a motion to approve the June 08, 2015 minutes; Commissioner Dolores Gonzalez seconded the motion. All approved.
2. **OLD BUSINESS:** No items were discussed during the July 13, 2015 meeting
3. **NEW BUSINESS:** For discussion and possible action
 - a. Introduction of MCPD Commissioners: The Commissioners introduced themselves to the Committee.
 - b. Introduction of the MCPD Executive and Staff Liaison: Judy Wallace, Assistant Director for the Human Resources Department, introduced herself as the executive liaison to the Committee. Lee Nguyen, the City's Interim ADA Coordinator, introduced himself as the City staff liaison to the Committee and briefly summarized the staff liaison's responsibilities.
 - c. Introduction of the Human Resources Department: Judy Wallace, Assistant Director of Human Resources Department, gave a brief overview of the Department including duties and responsibilities, and her role as the executive liaison. Please visit: <http://austintx.swagit.com/play/07132015-561> and view items 3A-3C for the full introduction of commissioners, staff members, and the overview of the Human Resources Department.
 - d. Election of MCPD Officers: Lee Nguyen called for nominations for Chair and Vice Chair.
 1. Commissioner Dolores Gonzalez nominated Commissioner Tanya Winters for Chair; the nomination was seconded by Commissioner Danny Saenz.
 2. Commissioner Tanya Winters nominated Commissioner Dolores Gonzalez for Vice Chair; the nomination was seconded by Commissioner Rick Hair.
 - Lee Nguyen read the official election results: For Chair Commissioner Tanya Winters received eight votes.
 - For Vice Chair Commissioner Dolores Gonzalez received seven votes, and Commissioners Marshall Mitchell and Robin Orlowski each received one vote.

- e. Discuss MCPD Mission as a committee: Chair Tanya Winters briefly discussed the Committee's mission statement.
- f. Discuss MCPD By-laws: The commissioners discussed the process to change the by-laws with Assistant City Clerk Myrna Rios to view the complete discussion please view: <http://austintx.swagit.com/play/07132015-561> item 3F.
 - 1. Judy Wallace and Myrna Rios advised the committee on working groups and how they can be established.
 - 2. Commissioner Marshall Mitchell made a motion at the July 13, 2015 MCPD meeting for the MCPD to form a By-laws working group to review and make recommendations on the by-laws to the Committee. The motion was seconded by Commissioner Diane Kearns-Osterweil. All approved.
 - Chair Tanya Winters: Officially appointed Commissioners Marshall Mitchell, Robin Orłowski, Diane Kearns-Osterweil and Brian Owens, to the By-Laws working group.
 - Chair Tanya Winters would like a report from the workgroup by next meeting.
- g. Discuss MCPD Transition document: The commissioners discussed the transition document from the old Committee please visit: <http://austintx.swagit.com/play/07132015-561> and view item 3G for the complete discussion.
 - 1. Chair Tanya Winters and Vice Chair Dolores Gonzalez discussed the Austin Access Awards and the 25th Anniversary of the ADA.
 - 2. The Commissioners discussed the events and how other issues could be addressed by the Committee.
- h. **Committee Reports**-The commissioners discussed the Access and Youth Committee and the Employment and Awards Committee please visit <http://austintx.swagit.com/play/07132015-561> and view item 3H for the complete discussion.
 - 1. Access & Youth Committee
 - Vice Chair Dolores Gonzalez provided an in-depth overview of Disability Mentoring Day. She summarized the program and tasks for the event, which have already been completed.
 - Vice Chair Gonzalez briefly discussed White Cane Day, giving an overview of the event and discussing the committee's limited involvement.
 - Commissioner Deborah Trejo discussed open meeting laws as they relate to the Committee. This was in response to a question raised by Commissioner Marshall Mitchell.
 - Chair Tanya Winters appointed Commissioners Diane Kearns-Osterweil, Robin Orłowski, Danny Saenz, and Vice Chair Dolores Gonzalez to the Access and Youth Committee.
 - 2. Employment and Awards Committee
 - Vice Chair Dolores Gonzalez provided an in-depth overview of the Employment Awards Program. She discussed with the Committee details and action items for the event.
 - The Commissioners had questions about the employment awards program that were answered by Vice Chair Dolores Gonzalez and staff liaison Lee Nguyen.

— Chair Tanya Winters appointed Commissioners Rick Hair, Marshall Mitchell, Brian Owens, and Vice Chair Dolores Gonzalez to the Employment and Awards Committee.

4. **CITIZEN COMMUNICATION:** A motion was made by Commissioner Deborah Trejo at the July 13, 2015 MCPD meeting, to move citizen communication to item 4 Vice Chair Dolores Gonzalez seconded the motion. All approved. There were two citizen communications at the July 13, 2015 meeting of the MCPD. Please visit <http://austintx.swagit.com/play/07132015-561> and view item 4 for Citizen Communication.
 1. Stewart Hersh
 2. John Woodley
5. **ACTION ITEMS:** Action items taken during the July 13, 2015 meeting. Please see item f2 under new business.
- 6.
7. **PUBLIC HEARING:** No public hearings were held during the July 13, 2015 meeting.
7. **STAFF BRIEFING:** Lee Nguyen Please visit <http://austintx.swagit.com/play/07132015-561> and view item 5a-5b for the complete briefing and discussion.
 - **Budget:** report: There were no expenses in June leaving a fiscal year balance of \$6,005.00. Lee Nguyen described that funding for the MCPD is mostly committed to the Employment Awards Program.
 - Staff liaison Lee Nguyen reported that on June 25 he attended Austin's meeting for the Business Leadership Network (BLN). The BLN engages local employers in networking and educational discussions to increase their knowledge of community outreach, recruiting and interviewing, the accommodation process and minimizing barriers to employment of persons with disabilities. He will update the committee on the formation of the Austin BLN.
 - Staff liaison Lee Nguyen reported that on June 30 he was at the City of Austin Employee Safety Association Safety Fair at the Palmer Event Center. The ADA Office had a booth at the event and consulted with various City departments that were in attendance. The ADA Office also had conversations with various local, state, and federal agencies including the Transportation Security Administration (TSA) on training their staff on interacting with people with disabilities. The commissioners expressed interest in assisting with Disability etiquette and sensitivity training.
 - The ADA office collaborated with APD's Risk Management Division to create training for officers to understand how to interact with people with disabilities. The training includes guidance from the Department of Justice on: wheelchair users, persons with cognitive disabilities, persons who are deaf or hard of hearing and persons who are blind or are low vision. The ADA Office is currently working with APD Risk Management and E-Learning divisions in revising this training to address some outdated vernacular inappropriate for today's use.
 - Staff liaison Lee Nguyen reported that as part of the City's ADA compliance monitoring effort and continuing self-evaluation, the ADA Office has been conducting annual onsite meetings with departments. The onsite meetings review ADA compliance obligations for departments in programming, facilities, communications, employment and training. For the Month of June the Office

met with Austin Resource Recovery, Small Minority Business Resource, Public Works HR, Austin Convention Center Department, Austin Travis County Emergency Medical Services, Austin Public Library HR, and Austin Water Utility.

CALENDAR

- July 17 Deadline for Access Awards Nominations
- Aug 6 Austin Access Awards and ADA Anniversary Proclamation Council Chambers
- Oct 14 White Cane Day
- Oct 21 Disability Mentoring Day

8. Future Agenda Items: Future agenda items were discussed during the July 13, 2015 meeting including:

- a. The Commissioners would like to add a discussion from APD on their policies and training for dealing with people with disabilities.
- b. Commissioner Brian Owens would like an update on the by-Laws as a future agenda item.
- c. Lee Nguyen was approached by Code to present an Ordinance to allow for exceptions in City code to make modifications under FHA/ADA.
- d. Commissioner Diane Kearns- Osterweil would like to discuss permitting for SXSW special events and how the process ensures access in the site-plans for people with disabilities.

9. ADJOURN – A motion was made to adjourn the July 13, 2015, meeting by Commissioner Dolores Gonzalez; the motion was seconded by Commissioner Deborah Trejo. All approved.